
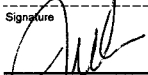


POSITION DESCRIPTION (Please Read Instructions on the Back)						1. Agency Position No. NL10166	
2. Reason for Submission <input type="checkbox"/> Redescription <input checked="" type="checkbox"/> New <input type="checkbox"/> Reestablishment <input type="checkbox"/> Other		3. Service <input type="checkbox"/> Hdqtrs. <input checked="" type="checkbox"/> Field		4. Employing Office Location ORLANDO, FL		5. Duty Station STRICOM - RESEARCH PARK	
6. Explanation (Show any positions replaced)		7. Fair Labor Standards Act <input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Nonexempt		8. Financial Statements Required <input type="checkbox"/> Executive Personnel Financial Disclosure <input type="checkbox"/> Employment and Financial Interests		9. Subject to IA Action <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
		10. Position Status <input checked="" type="checkbox"/> Competitive <input type="checkbox"/> Excepted (Specify in Remarks) SES (Gen.) <input type="checkbox"/> SES (CR)		11. Position Is: <input type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input checked="" type="checkbox"/> Neither		12. Sensitivity 1- Non-Sensitive <input type="checkbox"/> 3- Critical Sensitive <input type="checkbox"/> 2- Noncritical Sensitive <input checked="" type="checkbox"/> 4- Special Sensitive <input type="checkbox"/>	
13. Competitive Level Code 13-58		14. Agency Use					
15. Classified/Graded by							
a. U.S. Office of Personnel Management							
b. Department, Agency or Establishment							
c. Second Level Review							
d. First Level Review							
e. Recommended by Supervisor or Initiating Office							
16. Organizational Title of Position (if different from official title)							
17. Name of Employee (if vacant, specify)							
18. Department, Agency, or Establishment DEPARTMENT OF THE ARMY							
c. Third Subdivision PM TRADE (7)							
a. First Subdivision U.S. ARMY MATERIEL COMMAND							
d. Fourth Subdivision							
b. Second Subdivision STRICOM							
e. Fifth Subdivision							
19. Employee Review—This is an accurate statement of the major duties and responsibilities of my position.							
Signature of Employee (optional)							
20. Supervisory Certification. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violation of such statutes or their implementing regulations.							
a. Typed Name and Title of Immediate Supervisor WILLIAM A. RUCKER, DEPUTY PM TRADE							
b. Typed Name and Title of Higher-Level Supervisor or Manager (optional)							
Signature:  Date: 8/20/90							
Signature: _____ Date: _____							
21. Classification/Job Grading Certification. I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards.							
22. Position Classification Standards Used in Classifying/Grading Position USOPM PCS FOR GS 343, dtd 09/90 USOPM PCS FOR GS 301, dtd 01/79 ADMIN ANAL GRADE EVAL GUIDE, dtd 08/90							
Typed Name and Title of Official Taking Action JAMES M. SKURKA, DEPUTY TO THE COMMANDER							
Information for Employees. The standards, and information on their application, are available in the personnel office. The classification of the position may be reviewed and corrected by the agency or the U.S. Office of Personnel Management. Information on classification/job grading appeals, and complaints on exemption from FLSA, is available from the personnel office or the U.S. Office of Personnel Management.							
Signature:  Date: 29 Aug 90							
23. Position Review							
a. Employee (optional)							
b. Supervisor							
c. Classifier							
24. Remarks THIS POSITION IS AT THE FULL PERFORMANCE LEVEL. BUS: 7777							
25. Description of Major Duties and Responsibilities (See Attached)							

INTRODUCTION

Position is located in the Office of the Project Manager, Training Devices (PM TRADE), at the U.S. Army Simulation, Training, and Instrumentation Command (STRICOM), a major subordinate command of the U.S. Army Materiel Command (AMC). The mission of PM TRADE is fourfold: (1) Develop and field assigned Army Training Devices and Simulators (system and non-system), (2) Develop and field Army Synthetic Flight Training Systems, (3) Serve as the Army Materiel Command (AMC) Executive agent for Maneuver Combat Training Center Instrumentation and System Acquisition and (4) Acquire assigned Army Training Devices and Simulators for Allies through Foreign Military Sales (FMS). The mission of STRICOM is to provide centralized management and direction for all research, development, acquisition and fielding of army training devices; simulations and simulators; major test instrumentation; targets and threat simulators; and distributed interactive simulation (DIS). The Commander centrally directs, coordinates and supports the materiel development, acquisition and sustainment activities through the functional/matrix organization and four project managers.

The purpose of this position is to support the overall PM TRADE mission by providing project direction for education and training initiatives related to the analysis, design, development, fielding and evaluation of training systems, devices, simulators and simulations.

MAJOR DUTIES

1. Functions as a Project Director to plan, direct and control the resources and work products of a multi-disciplinary team working on training systems analysis, design, development, procurement, fielding and evaluation projects. Conducts analyses to verify and validate training requirements, using the Systems Approach to Training (SAT). Responsible for the review of new requirements documents for proposed training devices, simulators and simulations. These documents include Operational Requirements Documents (ORD), Mission Need Statements (MNS), Systems Training Plans (STP) developed by the user and training community. Analysis efforts may be related to Needs Assessment, Problem Analysis, Training Situation Analysis or Job-Task Analysis. Results of these analyses will be documented to accepted professional standards. Uses contractor support services or other Government agencies to accomplish appropriate phases of Instructional Systems Development (ISD) as they apply to the design, development, fielding and evaluation of PM TRADE produced training systems. Articulates instructional strategies for consideration by PM TRADE, Product Managers, Project Directors, users and user representatives. Makes recommendations on training strategies which optimize training payoff considering factors such as technical risk and cost as an independent variable. Provides advisory/consultative services for training system/device acquisition or modification on matters related to the interpretation of

training requirements and on the application of sound education and training principles and practices in meeting training needs. 35%

2. Serves as a Project Director with emphasis on new training technologies and their potential application to PM TRADE produced training devices, simulators and simulations. These training technologies and their associated applications include but are not limited to: (1) Distance Education, (2) Interactive Courseware, (3) Computer Based or Assisted Instruction, (4) Embedded Training and (5) Multi-media training delivery systems. Incumbent serves as the primary focal point within PM TRADE for the identification and application of new training technology in the delivery of training via PM TRADE produced training systems. 20%

3. Serves as a central PM TRADE point for the exchange of information concerning education and training initiatives. Communicates with other organizations within and outside of PM TRADE regarding education and training programs. Works closely with Z Directorate personnel in the exploration of new training and business opportunities. Establishes and maintains a close working relationship with other STRICOM PM and Directorates on issues pertaining to training and training technologies. Develops and maintains a cooperative working relationship between PM TRADE, the Naval Air Warfare Command - Training Systems Division (NACW-TSD), the Army Research Institute (ARI), the Army Training Support Center (ATSC), and the Institute for Simulation and Training (IST) on pertinent education and training issues. In addition, serves as the primary PM TRADE education and training Point of Contact (POC) with the U.S. Army Training and Doctrine Command (TRADOC), U.S. Army Test and Evaluation Command (TECOM), TRADOC Service Schools, ATSC, Operational Testing Command (OPTEC), Government and private contractors, and public and private educational institutions. 20%

4. Writes and publishes information papers, news items, and magazine articles which communicate product training capabilities and features to the training community and to the users of the devices, simulators and simulations. Forums considered appropriate for publication of training articles include magazines such as Soldiers, Modeling and Simulation, Research Development and Acquisition, School produced publications such as Aviation Digest, Quartermaster Journal, Armor Magazine, etc. and other media as appropriate. 15%

5. Manages the evaluation of training and training effectiveness of PM TRADE produced training products and programs. Uses results of field evaluations and training effectiveness studies to validate efficient use of resources, provides cost and training effective recommendations to meet new training requirements, correct training deficiencies and to improve training effectiveness at an affordable cost. 10%

PERFORMS OTHER DUTIES AS ASSIGNED.

FACTOR 1. KNOWLEDGE REQUIRED BY THE POSITION.

Knowledge in the application of a Systems Approach to Training, Instructional Systems Development, Military Training and Education programs to include the use of sound education and training principles and procedures.

Knowledge of Department of Defense (DoD) materiel acquisition process, specifically the application of DoD 5000 series of regulations and AMC materiel acquisition practices.

Exceptional skills in project management principles and methodology to include knowledge of mission, goals, and objectives, skills in interpersonal relations to develop and maintain a effective working relationship among project team members, ability to plan, organize and direct work to accomplish a variety of tasks performed by multi-disciplinary teams, ability to analyze situations, identify problems and recommend courses of action..

Skill in technical and professional writing to document efforts, conclusions and recommendations. Writing skills are also critical in communicating pertinent training information to the training and user communities.

Skill in the application of various analytical techniques, to include ISD models, to formulate functional design parameters of military training systems and equipment for existing and emerging combat and combat support systems. These skills include the ability to: identify appropriate source data required; gather data from different sources using different techniques; summarize, analyze, and evaluate data, resolve data conflicts and anomalies, and derive valid conclusions from which recommended instructional strategies can be formulated and defined.

Expert knowledge of the application of sound education and training principles to military training problems to provide authoritative technical expertise and to function as a primary training consultant to senior training program and product managers as well as other agencies.

Skill in applying established guidance to solve complex training problems and in developing innovative strategies for cost and technical effective training solutions.

Ability to communicate effectively orally to present briefings and in person-to-person contacts.

FACTOR 2. SUPERVISORY CONTROLS.

Position is under the general supervision of the Deputy Project Manager, TRADE, who oversees the integration of tasking assignments. Task assignments are made in terms of program objectives and broad policy guidance. The incumbent must exercise responsibility for technical and program decisions which required to accomplish assigned tasks. Work is reviewed in terms of overall adherence to established policy, achievement of assigned work objectives and management effectiveness.

FACTOR 3. GUIDELINES.

Guidelines include Army policies and regulations, AMC and STRICOM guidance, established professional standards and compliance with organizational goals. Incumbent typically exercises independent initiative, resourcefulness and sound judgement to select and adapt established practices, techniques and precedents. Projects are assigned with minimal supporting background information and typically require investigative work to define project boundaries and identify relevant factors for successful project completion. Incumbent is responsible for determining project information requirements and for developing the proper investigative strategy.

FACTOR 4. COMPLEXITY.

Projects require planning, development and application of sound and innovative instructional principles and strategies to extremely complex training situations and problems. Projects involve a high level of risk and uncertainty in areas of data availability, funding, technology, cost and schedules constraints and variable levels of program support. The incumbent must exercise sound judgement in developing new approaches solve highly complex training problems.

FACTOR 5. SCOPE AND EFFECT.

Solutions, products, programs and instructional applications developed are used by other Project Directors, team members, engineers, contractors, and the user representative. The purpose of the work is to provide effective, efficient and affordable solutions to military training problems. The projects have a significant effect on the readiness of both the active and reserve components.

FACTOR 6. PERSONAL CONTACTS.

Contacts are with personnel within and outside of STRICOM on issues pertaining to education and training initiatives, technologies, and programs. Interact with a variety of senior military and civilian representative from various agencies and organizations concerned with military training. This area requires a high degree of competence and skill in communication. The setting is moderately unstructured.

FACTOR 7. PURPOSE OF CONTACTS.

Information exchange, work coordination, resolution of differences, and consensus building are required.

FACTOR 8. PHYSICAL DEMANDS.

Work is primarily sedentary.

FACTOR 9. WORK ENVIRONMENT.

Work is performed in a typical office setting. Air travel is required for some tasks.

NON-CRITICAL ACQUISITION POSITION AMENDMENT TO PD# NL 10100002

"The employee must meet DoD 5000.52-M requirements applicable to the duties of the position."